

# **BROOKINGS COUNTY COMMISSION MEETING**

## **TUESDAY, JANUARY 26, 2016**

The Brookings County Board of County Commissioners met in regular session on Tuesday, January 26, 2016 with the following members present: Ryan Krogman, Larry Jensen, Stephne Miller, Lee Ann Pierce, and Tom Yseth.

### **CALL TO ORDER**

Chairperson Krogman called the meeting to order.

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

### **APPROVAL OF AGENDA**

The agenda for the January 26, 2016 Commission Meeting was approved without objection. Commission Department Director Stacy Steffensen noted the Brookings High School Government class would be sitting in on a portion of the meeting as part of Youth in Government Day.

### **CONSENT AGENDA**

The consent agenda was approved without objection from the board. The consent agenda consisted of the minutes from the January 5, 2016 Commission Meeting, January 12, 2016 Commission Meeting, and January 19, 2016 Commission Meeting.

Travel Requests: Joyce Dragseth and Chris Lilla to attend the SDAAO District 5 Quarterly Meeting on January 20<sup>th</sup> in Salem, SD; Vicki Buseth and Jennifer Beller to attend the Annual Report Workshop on January 20<sup>th</sup> in Mitchell; Robert Hill, Richard Haugen, Shawn Plowman, and Michelle Delaney to attend a SDOEM Training class on the RapidTag Printer System on January 25<sup>th</sup> in Watertown; Jim Sampson to attend a GIS Workflow Presentation and DIMES Training presented by GeoComm on January 27<sup>th</sup> in Huron; Michael Gengler to attend a Glock Armorer's Course on February 2<sup>nd</sup> in Mitchell; Sonia Mack to attend the Winter Farm Show on February 8<sup>th</sup> in Watertown; Michael Gengler to attend Instructor Development on February 8<sup>th</sup>-12<sup>th</sup> in Pierre; Stacy Steffensen and Robert Hill to attend Social Media for Natural Disaster Response and Recovery on February 10<sup>th</sup> in Sioux Falls; Misty Moser, Mike Anderson, Gary Egeberg, and Craig Chapman to attend Gopher Recertification on February 11<sup>th</sup> in Sioux Falls; Misty Moser to attend the Farm and Home Show on February 12<sup>th</sup> in Watertown; Robert Hill to attend G-108 Mass Care training on March 7<sup>th</sup> in Sioux Falls; Richard Haugen to attend FEMA G-386 Mass Fatality training on March 9<sup>th</sup>-10<sup>th</sup> in Sioux Falls; Robert Hill to attend G-366 Planning for Needs of Children in Disaster training on March 15<sup>th</sup> in Pierre; Manuel Langstraat to attend a Taser Instructor Training on April 4<sup>th</sup>-5<sup>th</sup> in Mitchell; Robert Hill to attend the National American Planning Association Conference on April 1<sup>st</sup>-5<sup>th</sup> in Phoenix, AZ; Laura Littlecott to attend the South Dakota SHRM State Conference on April 13<sup>th</sup>-15<sup>th</sup> in Brookings; Darren DeJong to attend National Drug Court Institute-Adult Drug Court Planning

Initiative on April 18<sup>th</sup>-20<sup>th</sup> in Sioux Falls; Robert Hill and Richard Haugen to attend the Annual South Dakota Emergency Management Conference on September 12<sup>th</sup>-15<sup>th</sup> in Aberdeen.

Personnel Action Notices: routine step increase- Kathy Hanson to \$21.54, effective December 28, 2015; routine step increase- Bart Sweebe to \$67,810/year, effective December 28, 2015; routine step increase- Jon Pike to \$30.93, effective December 28, 2015; routine step increase- Scott Sebring to \$73,275/year, effective January 01, 2016; new hire- David Biteler to full-time Courtroom Sheriff's Deputy at \$21.10, effective January 04, 2016; voluntary resignation- Joyce Dragseth, effective February 19, 2016.

Human Services Report: case #15-146 for Avera Heart Hospital was denied; case #15-147 for Brookings Hospital was denied; case #15-155 for Avera Heart Hospital was denied; case #16-001 for rent was approved; case #16-004 for rent was approved; case #16-021 for rent was approved.

## **ROUTINE BUSINESS**

### *Approval of Claims*

Motion by Miller, seconded by Yseth to approve the following claims. Motion carried.

2015 Claims: Avera Medical Group, PMD, \$224.61; Avera Queen of Peace, Drug Tests, \$227.60; Banner Associates, Engineering 122-130, \$3,651.50; Bothern, Ron, COP Rent, \$250.00; Bowes Construction, Gravel, Final 34th Ave Pmt, \$343,211.72; Boyer Trucks, Heater Cntrl0591, Arm Assy0595, \$94.06; Bozied Oil Co Inc, Nov, Dec Car Washes, RSCP Gas, \$221.22; Brookings Area Chamber, Will Luncheon-November, \$15.00; Brookings Auto Mall Inc, 6A2 Oil Change, \$66.50; Brookings City Utilities, Phone Service, \$282.14, Utilities, \$1,846.85, Phone & Internet Service, \$55.42, Utilities, Telephone, \$829.65, Phone, Alarms, \$443.20, Utilities, \$2,000.22, Truck Shed Water, \$81.81, COP Utilities, \$140.40; Brookings Health System, Health Screenings, \$1,260.00, Oct & Nov Blood Testing, \$13,028.00; Brookings Register, Public Announcement, \$90.00, Holiday Ad, \$59.00, Comm Minutes, Del Tax Notices, \$1,412.36, Notice of Public Hearing, Legals, \$37.89; Brothers Pharmacy, Inmate Medication, \$457.60; Brutty's Underground Sprinklers, Annual Bill-Courthouse Sprinklers, \$154.00; Buhl's Cleaners, Rugs, \$58.60, Rug Rental Service, \$71.60; Butler Machinery Co, Repair, Lamp, Cutting Edge, \$8,766.04; Cabana Banners, Winter Calf Show Banners, \$515.00; Central Business Supply, Paper, Tape, Stamp, Supplies, \$157.82, Calendar, 2 Office Chairs, \$583.89, Stamp, Cork Board, Label Maker, \$91.84, Chair Mat, Tape, Clips, \$109.78; Central Properties / BMO Harris, Tax Certificate, \$6,039.58; Century Business Products, Copier Maintenance, \$229.20, Copier Maintenance, \$74.45, Copier Contract, \$26.53; Chief/Law Enforcement Supply, Camcorder, Patrol Kit, \$238.48; CHS, Dyed Diesel, Brooking Shop, \$10,077.31; City of Brookings, Joint Bldg Costs, \$4,439.09; Cody, Denise, Inv MI Hearings, \$48.00; Cummins Central Power LLC, Repairs to Courthouse Generator, \$140.98; Dakota Fluid Power Inc, Repair 0598, Parts, \$653.06; Dell Marketing LP, Samsung TV, Computer, \$928.00; Den-Wil Inc, Reimbursement of Services, \$144.76; Dept of Legislative Audit, 2014 Audit, \$22,107.90; Diesel Machinery Inc, Spindle for Boom Mower 0618, \$1,553.44; DVL Fire and Safety, Fire Extinguisher Maintenance, \$365.00; Einspahr Auto Plaza, Tire Sensor, Sheriff A28, \$67.52; Electronic Security Equipment, Courthouse, Jail Security, \$4,870.00; Elenkiwich, Kimberly, Zoning Mtg Mileage, \$28.88; Equipment Blades Inc, Sharp Blades 0997, \$2,247.36; First Bank & Trust, Fuel, Camera, Supplies, Postage, \$432.56; Fite, Pierce & Ronning Law, CAA, \$360.00, CAA, \$324.00, CAA,

\$315.00, CAA, \$387.00; Foerster Office & Supply, Cups, Lines, Toilet Tissue, \$233.90, Janitor Supplies, \$31.60; G&K Services, Laundry Service, \$48.00; Galls, 2 Concealment Speakers, \$240.00; Gass Law, PC, CAA, \$1,222.17; Graham Tire North, Tires, \$2,030.00; Patricia J Hartsel, Transcripts, \$9.20, Transcripts, \$11.20, Transcripts, \$144.40, Transcripts, \$7.60, Transcripts, \$9.20; Holzhauser, Michael, Travel Reimbursement, \$239.64; Hometown Service & Tire, LLC, Tires & Mounting, Balancing, \$1,137.44, Tires A28 Sheriff, \$493.72; I State Truck Center, Filter Kit, Belts, \$200.74; Ina Group LLC, Tax Certificate, \$1,298.52; Intoximeters Inc, 2 PBT Repairs, \$489.30; Kirkvold Oil Company, Tire Repair 0950, \$1,456.00; L&L Auto & Truck Parts, 6A28 Air Filter, Booster Pack, \$167.08; L&L Auto & Truck Parts, Supplies, \$5,373.52; Lawrence Leasing Inc, Repair 0595, \$420.86; Lewis & Clark Behavioral Health, BMI Intakes, \$800.00; Lewno, Lucy, Inv MI Hearing, \$460.47; Lowe's, Shop Supplies, \$177.11, Bulbs, Cleaning Supplies, \$332.02; Mac's, Racking for Shop Shelves, \$1,257.56; Martin's Inc, Oil, Diesel, \$2,473.97; Matheson Tri-Gas Inc, Welding Supplies, \$84.39; McKeever's Vending, Inmate Commissary, \$462.24; Mcleod's Printing & Office, Township Packets, \$490.28; Midwest Glass, Shop Window Repair, \$99.02; Midwest Striping, 6A28 Red Lights, \$148.61; Gary E Mikelson, Inv MI Hearing, \$239.46; Minnehaha Co. Treasurer, 24/7 Housing, \$92.27; Minnehaha County JDC, JDC Costs, \$3,795.00; Mix Dry Cleaners, Dry Clean Coats, \$36.00; Mr. V's Professional Body, 6A12 Vehicle Repair, \$4,438.55; Nancy J Nelson, CAA, \$243.00; Newegg Business Inc, IT Equipment, \$987.96; Nielsen's, Heat Shrink, \$4.75; Northwestern Energy, Natural Gas, \$1,263.46, Natural Gas, \$439.17, Natural Gas, Truck Shed, \$112.45; Office Depot Inc, Office Supplies, \$160.91; Ohlin Sales Inc, Lifepak 1000 Lithium Batteries, \$333.42; Olson, Steve, Weed & Pest Board Mileage, \$16.80; Oslo Township, Gopher Bounty Program, \$484.50; Pharmchem Inc, Dec 2015 Sweat Patch Analysis, \$725.00; Preston Township, 2015 Gopher Bounty Program, \$420.00; Raml, Grant, Livestock Judge, \$240.32; Razor's Edge Lawncare, Snow Removal, Ice Melt, \$1,324.00; RDO Equipment Co, Shop Supplies, \$885.50; RFD, Delinquent Tax Pub-Tri City, \$449.64, Delinquent Tax Pub-Elkton Record, \$449.64, Delinquent Tax Pub-Volga Trib, \$449.64; Jesse Ronning, CAA, \$99.00; Rude's Funeral Home Inc, Transport to Autopsy, \$535.00; Running's Supply Inc, Ice Melt, \$22.47, Shop Supplies, \$139.62, Ice Melt, Supplies, \$92.89; Safe-N-Secure, Security System Service, \$886.53; Schuneman Equipment Co, Oil, Hose, Bearing Parts, \$1,114.72; SD Newspaper Service, Employment Listings, \$416.58; SD Public Assurance Alliance, 2016 Liability & Prop Insurance, \$119,303.78; SDACO, ROD Relief Fund Dec 2015, \$874.00; SDSU Workstudy, 11/22-12/21, \$100.27; Sheehan Mack Sales, Filters, Pins, Bushings, \$131.96; Sinai Coop Elevator, Blended Diesel, Sinai Shop, \$950.00; Sioux River Bicycle & Fitness, Repair Airdyne, Inmate Rec, \$427.98; Sioux Valley Energy, Electric Utilities, \$239.55; Sturdevant's Auto Parts, Shop/Vehicle Parts, \$180.35; Swanda, Karen, Inv MI Hearings, \$48.00; Swiftel Center, 4H Winter Calf Set Up, \$1,690.00; Taser International, Repair Taser Cable, \$51.81; Thomas, Dakota, Photographer, Winter Calf Show, \$200.00; Thomson Reuters - West, West Info Charges, \$529.23; Town & Country Shopper, Public Notice, \$28.00, Publish Pocket Gophers Notice, \$105.00; Truck Equipment Service Co, Socket Assy, Bracket, 0599S, \$1,176.56; UPS Store, Shipping Repair PBT, \$11.07; Steven Ust, Building Inspections, \$1,000.00; Vandenberg Law, CAA, \$922.50; Volunteers Of America, JDC Shelter Beds, \$2,160.00; Wheelco Truck & Trailer, Shop Supplies, \$967.13; White City, White Utilities, \$60.45; Yankton County Sheriff, Service of Process, \$25.00

2016 Claims: A&B Business Inc, Copier Contract Fees, \$437.66, Copier Contract, \$49.96, Copier Maintenance, \$79.61, Copier Contract, \$50.40, Copier Contract, \$49.86; Abuse Magazine - South Dakota, 2016 Advertising, \$125.00; Alert Magazine, LLC-SD, 2016 Advertising, \$125.00; All Traffic Solutions, Speed Boards, \$9,240.00; Allegra Print & Imaging, 6A30 Business Cards, \$73.50; Aragon, Martha A, Translation Services, \$175.00; Bauer, Tim, January Weed & Pest Mileage, \$9.24; BEDC, 2016 Budget Allocation, \$15,000.00; Boys & Girls Club, 2016 Budget Allocation, \$25,000.00;

Breit Law Office PC, Collections, \$364.51; Brookings Area Transit, 2016 Budget Allocation, \$47,000.00; Brookings City Utilities, Phone Service, \$1,379.06; Brookings Co Conservation, 2016 Budget Allocation, \$25,000.00; Brookings County Food Pantry, 2016 Budget Allocation, \$6,000.00; Brookings County Youth Menoring, 2016 Budget Allocation, \$5,000.00; Brookings Regional Humane Society, 2016 Budget Allocation, \$10,000.00; CD Properties LLC, COP Rent, \$362.50; Central Business Supply, Office Supplies, \$189.63, Calculator Paper, File Jackets, \$224.91, Paper, Date Stamp, \$108.83; Central Properties / BMO Harris, Tax Certificate, \$1,414.85; Century Business Products, Copier Supplies, Maintenance, \$52.24; City of Brookings, E-911 Interest from 2015, \$197.33, E911 Service, \$125,000.00; Civil Air Patrol Magazine, Advertising, \$145.00; Civil Design Inc, 213th St Engineering Fees, \$275.00; Compass Counseling & Assessment, Psychosexual Assessment, \$1,800.00; Cook's Wastepaper & Recycling, Jan Commercial Service, \$182.28, Waste Collection Service, \$136.58, January 2016 Service, \$120.64, January Service, \$234.46; Dakota Data Shred, January Pick Up, \$91.77; Dataspec Inc, State Solution Yearly Fee, \$399.00; Den-Wil Inc, January Comm Health Rent, \$877.00; Dupraz, Andy, Extension Board Mileage, \$4.20; East Central Behavioral Health, 2016 Budget Allocation, \$55,000.00; Fjeldos Property Management, COP Rent, \$650.00; Ford, Deb, Extension Board Mileage, \$16.80; Gass Law, PC, CAA, \$860.77, CAA, \$508.70, CAA, \$358.43, CAA, \$381.08; Patricia J Hartsel, Transcripts, \$30.00, Transcripts, \$18.40; Tim Hogan, CAA, \$1,697.84, CAA, \$575.57, CAA, \$844.20, CAA, \$676.66, CAA, \$593.41, CAA, \$445.28, CAA, \$10,661.91; Hometown Service & Tire, LLC, 6A27 Oil Change, \$32.00; Hy-Vee Food Store, Zoning Mtg Refreshments, \$22.25; Ina Group LLC, Tax Certificate, \$4,801.60, Tax Certificate, \$6,647.21, Tax Certificate, \$1,132.55, Tax Certificate, \$1,375.95; Inter-Lakes Community Action, 2016 1st Qtr Budget Allocation, \$3,034.25; L.G. Everist Inc, Icing Sand, \$1,227.70; Manatron Inc, M&S Rate Tables, \$3,072.94; Mediacom LLC, January Law Library Service, \$75.90; Mid-States Organized Crime, 2016 Membership Dues, \$150.00; Midwest Cyber Solutions, E-Pollbook Support, \$24,570.00; Midwest Management/BMO Harris, Tax Certificate, \$8,262.71, Tax Certificate, \$1,662.76, Tax Certificate, \$1,015.06; NACVSO, Membership Application, \$30.00; NDAA Insurance Services, Lawyers Prof Liability Ins, \$3,917.00; Nancy J Nelson, CAA, \$1,039.60, CAA, \$814.20; Norgaard Rentals, COP Rent, \$450.00; Northwestern Energy, Natural Gas, \$1,581.82, Shop Natural Gas, \$845.59; Office Peeps Inc, Paper, Binder, File Folders, \$377.50; Olson, Steve, Weed & Pest Board Mileage, \$16.80; Pickard, Jennifer, Extension Board Mileage, \$9.24; Reliance Telephone, Inmate Phone Cards, \$2,000.00; Research Park At SDSU, 2016 Budget Allocation, \$50,000.00; Rick Ribstein, CAA, \$1,311.39, CAA, \$609.48; SD Attorney General's Office, 24/7, SCRAM Dec 16-31, 2015, \$2,232.00, 24/7 Participation Dec 16-31, \$145.00; SD Dept of Public Safety, Jan-Jun Teletype Service, \$2,590.00; SD Dept of Revenue, UA Confirmations, \$66.00; SD Planners Association, Yearly Membership Dues, \$75.00; SD Sheriff's Association, 2016 Association Dues, \$1,308.95; SDEMA, Membership Dues, Registration, \$150.00; Senior Companions of SD, 2016 Budget Allocation, \$2,300.00; Sinai City, Utilities, \$64.00; South Dakota Education Campus, First Aid Mental Health Training, \$420.00; Swiftel Center, January Facility Maintenance, \$1,577.00; Thomson Reuters - West, West Information Charges, \$991.00; Steven Ust, Building Inspections, \$600.00; Vantek Communications Inc, North Repeater Feb Fee, \$100.00; Verizon Wireless, Mobile Data, \$280.07; Walburg, Duane, Animal Control Dec 26-Jan 8, \$20.00; Weed & Pest Conference, Conference Registration, \$260.00; Welker, Don, COP Rent, \$575.00; Wells Fargo, Credit Card Charges, \$902.88; SD Dept of Revenue, January Remittance, \$316,680.95

### *Department Head Reports*

County Development Director Robert Hill presented the 2015 Year End Preliminary Report.

Hill said County Development Deputy Director Richard Haugen completed the ICS 400 training, which is the highest level of training. Hill said he is confident that Haugen will be able to handle any emergency management situation. Hill also noted that the State & Local Agreement was submitted on time.

Hill said the Comprehensive Plan is posted online and there will be a public hearing on Tuesday, January 26<sup>th</sup>.

Hill said he attended Brookings Day at the Legislature and the RapidTag Training. Hill also discussed upcoming dates.

Commissioner Pierce called for a Question of Privilege. She asked Chairperson Krogman if the board would welcome the Brookings High School students to the Commission Meeting. Chairperson Krogman welcomed the Brookings High School Government students and told them if they had any questions to please ask.

### *Department Head Reports Continue*

Weed & Pest Supervisor Misty Moser said the truck that she had budgeted for has been ordered and should arrive within 90 days. Moser also discussed upcoming dates.

Veterans & Human Services Director Michael Holzhauser said he attended a ceremony for the Korean War Veterans and watched them receive their medals from representatives for the Korean government.

Holzhauser also attended a Housing Board Meeting. Holzhauser updated the board on the number of phone calls the office has made and received, and the number of in-person meetings.

Register of Deeds Beverly Chapman presented the 2015 Annual Report. Chapman said she hasn't heard anything from Doc Pro, but is confident that they are making the program fit the county's needs.

Finance Officer Vicki Buseth said the office has been busy issuing the new license plates. Buseth said she and Senior Finance Assistant Jennifer Beller attended the Annual Report Workshop in Mitchell and said it was very informative. Buseth discussed House Bill 1005, which would increase the title transfer fees from \$5.00 to \$10.00. Buseth said if that increase goes through, the state would get half and the county would get half. She also said lien fees would increase from \$5.00 to \$10.00 and that money would stay with the county.

Sheriff Martin Stanwick said there are 32 inmates in jail and 104 individuals participating in the 24/7 program.

Stanwick said they have been busy with road and interstate accidents. Stanwick said county roads have been great and thanked Highway Superintendent Richard Birk for keeping up on them.

Stanwick also discussed upcoming dates.

### **SCHEDULED AGENDA ITEM**

As scheduled at 9:00 a.m., the board took action approving Chris Lilla as the Director of Equalization for Brookings County. Brookings Mayor Tim Reed was included in the vote pursuant to SDCL 10-3-3.

Motion by Miller, seconded by Jensen to approve Chris Lilla as the Director of Equalization for Brookings County, effective January 26, 2016. Brookings Mayor Teed Reed thanked commissioners for allowing the city to vote.

Roll call vote: Yseth “aye,” Miller “aye,” Jensen “aye,” Pierce “aye,” Reed “aye,” Krogman “aye.” Motion carried.

Director of Equalization Chris Lilla took an oath as County Director of Equalization.

### *Department Head Reports Continued*

Highway Superintendent Richard Birk said the department has been busy with the all of the snow and ice. Birk said they have sent the BIG grant applications in, but he has not heard anything back yet.

Birk also said the new mechanic started and believes he’s going to be a great fit.

Miller noted that the Department of Transportation received the county’s plan and she received comments that the plan was nicely done.

Community Health Nurses’ Jen Burns and Karen Larsen said the office has been very busy. Burns said the state may be changing the funding next year for flu vaccines. Burns said school services screenings went very well and heard a lot of positive feedback.

Burns said they continue to educate mothers on prenatal care, infant mortality, and breast feeding. Burns said they have hired a new part-time clerical person and she will start next week. Burns also discussed upcoming dates.

### **SCHEDULED AGENDA ITEM**

As scheduled at 9:15 a.m., First District Association of Local Governments Executive Director Todd Kays presented the First District’s Annual Report.

Pierce said Planner Luke Muller does a really good job and is very knowledgeable.

### **REGULAR BUSINESS**

Directors of Equalization Joyce Dragseth and Chris Lilla presented the Brookings County 2016 assessment plan and intentions.

### **SCHEDULED AGENDA ITEM**

As scheduled at 9:45 a.m., the board discussed the Brookings County Extension Board’s recommendations and 4-H Strategic Plan and goals.

Krogman suggested setting up a meeting with two County Commissioners, 4-H Youth Advisor Sonia Mack and two Extension Board Members, along with city and Swiftel representatives to discuss the issues and find solutions.

By consensus, the board agreed to set up a meeting and start discussing the current agreement and find solutions that will suit both entities. Chairperson Krogman appointed Commissioners Miller and Pierce to represent the County Commission on that subcommittee.

Chairperson Krogman declared a 5 minute recess.

## **REGULAR BUSINESS**

Motion by Miller, seconded by Pierce to approve the Finance Office to issue distress warrants to the Sheriff's Office for collection in accordance with SDCL 10-22-31. Background information was provided by Finance Officer Vicki Buseth.

Roll call vote: Miller "aye," Jensen "aye," Pierce "aye," Yseth "aye," Krogman "aye."  
Motion carried.

Motion by Pierce, seconded by Jensen to approve application #2016-01: an elderly or disabled tax freeze application. Background information was provided by Finance Officer Vicki Buseth.

Roll call vote: Jensen "aye," Pierce "aye," Yseth "aye," Miller "aye," Krogman "aye."  
Motion carried.

Motion by Miller, seconded by Pierce to approve application #2016-02: an elderly or disabled tax freeze application. Roll call vote: Pierce "aye," Yseth "aye," Miller "aye," Jensen "aye," Krogman "aye." Motion carried.

Motion by Miller, seconded by Jensen to approve and authorize Chairperson Krogman to sign Resolution #16-04: a resolution setting weight limit enforcements on Brookings County highways. Background information was provided by Highway Superintendent Richard Birk. Pierce said she questions the language in a portion of the resolution.

Motion to amend the main motion by Miller, seconded by Yseth to change the language in the resolution to say "six (6) or seven (7) ton per axle, as posted, on all asphalt surface roads." Amendment carried. Roll call vote on main motion as amended: Yseth "aye," Miller "aye," Jensen "aye," Pierce "aye," Krogman "aye." Main motion as amended carried.

### **RESOLUTION # 2016-04**

#### **A RESOLUTION SETTING WEIGHT LIMIT ENFORCEMENTS ON BROOKINGS COUNTY HIGHWAYS.**

WHEREAS, Seasonal climatic changes can be detrimental to our highways, and

WHEAREAS, the Brookings County Board of County Commissioners, desires the enforcement of weight limitation of Brookings County Roads as set forth and posted by the Brookings County Highway Superintendent.

NOW THEREFORE BE IT RESOLVED: The limits on Brookings County Highway shall be set as six (6) or seven (7) ton per axle, as posted, on all asphalt surface roads, during spring thaw period and when limit signs are in place; and

That the South Dakota Highway Patrol be and hereby is authorized and requested to enforce weight limitations on Brookings County Roads.

BE IT FURTHER RESOLVED, that the penalty for the violation of the load restrictions shall be as set forth in SDCL 32-22-55.

Vote of Brookings County Commission

Dated this 26<sup>th</sup> Day of January 2016.

Ryan Krogman  
Chairperson, Brookings County Commission

ATTEST:

Vicki Buseth  
County Finance Officer

Motion by Jensen, seconded by Miller to approve and authorize Chairperson Krogman to sign Resolution #16-05: a resolution authorizing the purchase of one new 2016 tandem axle truck 64,000, G.V.W. 80,000 LB G.C.W.

Roll call vote: Miller "aye," Jensen "aye," Pierce "aye," Yseth "aye," Krogman "aye."  
Motion carried.

### **RESOLUTION #16-05**

#### **A RESOLUTION AUTHORIZING THE PURCHASE OF ONE NEW 2016 TANDEM AXLE TRUCK 64,000, G.V.W. 80,000 LB G.C.W.**

WHEREAS, the Brookings County Highway Department will need one (1) new Freightliner Chassis in 2016; and

WHEREAS, Lake County Highway Department, has recently gone through a competitive bidding process for a tandem axle truck chassis, such bidding process culminating in the bids being opened on February 9, 2015; and

WHEREAS, I State Truck Center was the lowest responsible bidder under such Lake County Highway Department bid process and I State Truck Center is willing to sell a 2017 model Freightliner Chassis to Brookings County Highway Department under the same terms and options as available to Lake County Highway Department, a copy of such bid specifications and bid having been filed at the Brookings County Finance Office; and

WHEREAS, pursuant to SDCL 5-18A-22, Brookings County is authorized to purchase equipment from the lowest responsible bidder of an item competitively bid by another local government entity at the bid price or less.

NOW THEREFORE, BE IT RESOLVED that the Brookings County Highway Department is hereby authorized and directed to purchase one (1) Freightliner Chassis from I State Truck Center based upon the bid price, or less, as established through the competitive bidding process of Lake County Highway Department, with the unit and specifications as follows:  
2017 Freightliner Tandem Axle Truck Chassis

With all standard equipment, warranties and guarantees as described  
in the Lake County bid specifications:

Option 1: 60 months, 200,000 Miles Extended Warranty on engine

Price per unit: \$110,114.000

F.O.B. - Brookings County

Adopted the 26<sup>th</sup> day of January 2016

Ryan Krogman  
Brookings County Board of County Commissioners

ATTEST:

Vicki Buseth  
Brookings County Finance Office



Motion by Miller, seconded by Yseth to approve and authorize Chairperson Krogman to sign Resolution #16-06: a resolution authorizing the purchase of a dump body, hoist, hydraulics, truck plow hitch, with options: reversible plow, mid mount 10' wing, assist axle, pup pull plate and sand spreader, based upon the price established through the Brookings County bid process.

Roll call vote: Jensen "aye," Pierce "aye," Yseth "aye," Miller "aye," Krogman "aye."  
Motion carried.

### **RESOLUTION #16-06**

**A RESOLUTION AUTHORIZING THE PURCHASE OF A DUMP BODY, HOIST, HYDRAULICS, TRUCK PLOW HITCH, WITH OPTIONS: REVERSIBLE PLOW, MID MOUNT 10' WING, ASSIST AXLE, PUP PULL PLATE AND SAND SPREADER, BASED UPON THE PRICE ESTABLISHED THROUGH THE BROOKINGS COUNTY BID PROCESS.**

WHEREAS, the Brookings County Highway Department has recently gone through a competitive sealed bidding process for Dump Body, Hoist, Hydraulics, Truck Plow Hitch, With Options: Directional Plow, Mid mount 10' Wing, Assist Axle, Pup Pull Plate and Sand Spreader, such bidding process culminating in the bids being opened on June 30, 2015.

WHEREAS, Northern Truck Inc., was the lowest responsible bidder under such Brookings County, South Dakota bid process and Brookings County accepted such bid for Dump Body, Hoist, Hydraulics, Truck Plow Hitch, With Options: Reversible Plow, Mid mount 10' Wing, Assist Axle, Pup Pull Plate and Sand Spreader.

NOW THEREFORE, BE IT RESOLVED that the Brookings County Highway Department is hereby authorized and directed to purchase one (1) Dump Body, Hoist, Hydraulics, Truck Plow Hitch, With Options: Reversible Plow, Mid mount 10' Wing, Assist Axle, Pup Pull Plate and Sand Spreader from Northern Truck Inc. based upon the bid price, or less, as established through the competitive bidding process with the unit and specifications as follows:

Dump Body, Hoist, Hydraulics, Truck Plow Hitch,  
With Options: Reversible Plow, Mid mount 10' Wing, Assist Axle,  
Pup Pull Plate and Sand Spreader

With all standard equipment, warranties and guarantees  
As described in the bid specification; together with options including but not limited to:

Price per unit with options 1-5: \$83,978.00  
F.O.B. - Brookings County

IT IS FURTHER RESOLVED that such purchase shall be for delivery on or before May 2016

Adopted this 26<sup>th</sup> day of January 2016

Ryan Krogman  
Chairperson  
Brookings County  
Board of County Commissioners

ATTEST:

Motion by Miller, seconded by Jensen to approve and authorize Chairperson Krogman to sign Agreement #16-01: a Joint Work Agreement between the Brookings County Highway Department and the Moody County Highway Department.

Roll call vote: Pierce "aye," Yseth "aye," Miller "aye," Jensen "aye," Krogman "aye."  
Motion carried.

Motion by Yseth, seconded by Miller to approve and authorize Chairperson Krogman to sign Agreement #16-02: a sublease agreement with the South Dakota Department of Health. Background information was provided by Commission Department Director Stacy Steffensen.

Roll call vote: Yseth "aye," Miller "aye," Jensen "aye," Pierce "aye," Krogman "aye."  
Motion carried.

The board discussed restructuring the makeup of correctional officers in the jail.

Sheriff Martin Stanwick and Jail Administrator Bart Sweebe both said with the increase in the overall 24/7 Sobriety Program, they are needing a full-time correctional officer that can focus on the program. Stanwick noted there is a fund designated just for the 24/7 program and they could use this fund to help pay the employee's salary. Stanwick proposed that the current part-time employee who focuses on this program be moved to a full-time position. Stanwick said they would not replace the part-time position.

Motion by Miller, seconded by Jensen to approve an additional full-time correctional officer at the Brookings County Detention Center.

Roll call vote: Miller "aye," Jensen "aye," Pierce "aye," Yseth "aye," Krogman "aye."  
Motion carried.

The board discussed creating a subcommittee for the jail expansion project.

Krogman said with the jail expansion, there will be a lot of meetings so having a subcommittee and appointing members would be very efficient. By consensus, the board agreed to form a subcommittee. Chairperson Krogman appointed Commissioners Miller and Jensen to the jail expansion subcommittee. Stanwick also suggested Deputy States Attorney Teree Nesvold, Jail Administrator Bart Sweebe, and Judge Gregory Stoltenburg be a part of the subcommittee.

The board discussed the 2016 Chamber Membership fees.

Motion by Pierce, seconded by Miller to approve the 2016 Chamber Membership fee of \$900. Miller asked if the county could have a government fee because the fees listed do not fit the county's needs. Miller suggested that Commission Department Director Stacy Steffensen send a strong, recommendation that the Chamber come up with a government membership fee. Miller noted that the problem isn't the cost, it is the benefits.

Motion by Yseth, seconded by Jensen to table action until the February 9, 2016 Commission Meeting. Roll call vote: Jensen "aye," Pierce "aye," Yseth "aye," Miller "aye," Krogman "aye."  
Motion carried.

The board presented County Development Director Robert Hill with a certificate from the South Dakota Emergency Management Association designating him as a Certified Emergency Manager-Advanced.

Commission Department Director Stacy Steffensen presented the Commission Department Director's Report.

Steffensen said the county has received the final grant payments for both the Agri-Business Grant and the Governor's Office of Economic Development Grant for the 213<sup>th</sup> Street Project. Steffensen also discussed upcoming dates.

Deputy States Attorney Teree Nesvold had no report.

### **COMMISSIONERS' REPORTS & DISCUSSION**

Commissioner Pierce reported on the Planning & Zoning Meeting; attended the Governmental Affairs Meeting; attended the Volga Fireman's Social; and participated in the Director of Equalization Interviews. Pierce said she will be attending the Planning & Zoning Meeting Tuesday, January 26<sup>th</sup>.

Commissioner Jensen participated in the Director of Equalization Interviews; attended the Chamber Events at the Swiftel Center; attended Brookings Day at the Legislature; reported on the BATA Meeting; and attended the Optimist's Club Breakfast. Jensen also clarified the statement he made when the board was designating funds that he would like to see 213<sup>th</sup> Street completed from 34<sup>th</sup> Avenue to the Novita plant by 2017. He said it was reported that he wanted 217<sup>th</sup> Street done, which was a mistake.

Commissioner Miller attended a meeting in Volga on Samara Ave; attended a meeting with the Swiftel Center's schedulers, Swiftel Center Executive Director Tom Richter, 4-H Advisor Sonia Mack, and Commission Department Director Stacy Steffensen; reported on the First District Meeting in DeSmet; attended the Volga Fireman's Social; attended the Weed Board Meeting; participated in the Director of Equalization Interviews; attended the Chamber's Annual Meeting at the Swiftel Center; and attended the Extension Board Meeting. Miller said she received an estimate to fix the south door leading in to the County Resource Center. Miller also attended Governor Dennis Daugaard's Luncheon; attended Brookings Day at the Legislature; and attended the Optimist's Club Breakfast.

Commissioner Yseth attended a meeting in Volga on Samara Avenue; met with an architect about the jail expansion project; attended the Growth Partnership Meeting; and reported on the ICAP Meeting.

Commissioner Krogman attended a meeting in Volga on Samara Avenue; attended the BEDC Meeting; attended the Pandemic Preparedness Committee Meeting with County Development Director Robert Hill; attended a BEDC Meeting; attended Governor Dennis Daugaard's Address; attended the East Central Behavioral Meeting; attended Brookings Day at the Legislature; and attended a Brookings County Housing Meeting.

### **ADJOURNMENT**

Motion by Yseth, seconded by Pierce to adjourn. Motion carried. The next regular scheduled meeting is Tuesday, February 9, 2016 at 8:30 a.m.

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Jenna Peterson  
Finance Assistant II  
Brookings County

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